



EMPLOYER  
AMBASSADOR  
AWARDS  
2018

Accepting nominations now  
through February 16, 2018

## TELEWORK/ FLEX/ ALTERNATIVE SCHEDULE AWARD

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### NOMINATION CRITERIA

To be eligible, organizations must have met at least one (1) of the following criteria:

- Offer a formalized telework program.
- Provide comprehensive telework policy training to all employees.
- Increased the number of employees regularly teleworking by 5% in 2017.
- Provide designated "hoteling" space for employees who telework a majority of the time. "Hoteling" is when an employee who usually teleworks can schedule desk space for when they are in the office.
- Offer a formalized compressed workweek program (40 hours in 4 days, or 80 hours in 9 days).
- Offer a formalized flexible schedule policy where employees can vary their arrival and departure times while still working the full hours per pay period.